

**TO: Chairman and Members**

**DATE: January 13, 2011**

**SUBJECT: Juvenile Accountability Block Grant:  
Executive Steering Committee and Timeline for  
Evidence Based Practices Project**

**AGENDA ITEM: I**

**ACTION: X  
INFORMATION:**

**RESOURCE PERSON: Colleen Stoner**

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**Summary:**

This agenda item requests permission to create an Executive Steering Committee (ESC) that will oversee the development of a Request for Proposal (RFP) using Juvenile Accountability Block Grant (JABG) Program discretionary and set-aside funds. Additionally, staff is requesting approval of the timeline associated with this project.

**Background:**

The Corrections Standards Authority (CSA) is the Designated State Agency (DSA) responsible for administration of the following three federal funding sources: Title II Formula Block Grant Program, Title V Community Prevention Grant Program, and the JABG Program. The State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP) has aligned the three aforementioned programs to support California's Title II Three-Year plan. The plan outlines five priority areas; Alternatives to Detention, Disproportionate Minority Contact, Evidence Based Practices (EBP), Restorative Justice and Holistic Approaches to Offender Counsel.

The proposed JABG funds will be used to further develop the EBP priority area. Approximately \$1.8 million is available in discretionary and set-aside funds to be used for this purpose over the next two years. This RFP will also satisfy the federal requirement to use JABG set-aside dollars for those entities that fall below the \$10,000 threshold for receiving a direct allocation.

CSA staff is requesting that an Executive Steering Committee be established to oversee development of a RFP to identify probation departments that are prepared to participate in a system change approach in implementing or expanding the use of EBP within their local juvenile justice communities. JABG funds for this project may be used by local probation departments that need additional technical assistance or resources to support the effective implementation of EBP including assessment tools, data collection, programming, training and evaluation. CSA Board Members Eleanor Silva and Adele Arnold have volunteered to co-chair this ESC pending Board approval. Please note the recommendations regarding the administration of the RFP and related timeline are to be heard by the SACJJDP at their regularly scheduled meeting January 12, 2011.

**RFP Activities and Timeline:**

Below is a proposed tentative timeline of activities necessary to administer a competitive RFP for the JABG-EBP Project.

<b>ACTIVITY</b>	<b>TENTATIVE TIMELINE</b>
Present ESC agenda item to CSA	1/13/11
Convene ESC to develop proposal requirements/evaluation criteria	2/1/11 - 2/24/11

CSA staff to develop draft RFP based on ESC recommendations	3/17/11
Draft RFP emailed to ESC	3/18/11
ESC convened to review and edit draft application	3/28/11 - 4/6/11
CSA staff to finalize RFP based on ESC edits	4/13/11
Final RFP sent to ESC members	4/14/11
Present the RFP for CSA Board approval	5/12/11
Release of RFP to the field	5/17/11
RFP due to CSA	7/18/11
CSA staff technical review of proposals completed	7/28/11
RFP and rating material mailed to ESC	8/1/11
ESC rating of proposals completed	8/ 25/11
Present funding recommendations to the SACJJDP	9/1/11 - 9/7/11
Present funding recommendations to the CSA Board	9/8/11
Begin contract development process	9/9/11
Conduct new grantee briefing	9/12/11 - 9/28 /11
Project period begins	11/1/11
Project period ends	10/31/13

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**Recommended Action Needed:**

CSA staff requests approval of the SACJJDP recommendation to utilize \$1.8 million in JABG funds to support EBP for probation departments statewide. Additionally, staff is recommending that the CSA Board:

1. Authorize an ESC to oversee the RFP;
2. Appoint CSA Board members Eleanor Silva and Adele Arnold as Co-Chairs of the ESC;
3. Direct staff to work with the Co-Chairs to assemble and convene an ESC of subject- matter experts;  
and
4. Approve the activities and tentative timeline associated with the RFP for the EBP Project.

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